

**St Mabyn Parish Council**  
**Minutes of the Meeting of St Mabyn Parish Council held in St Mabyn Peace Memorial Hall, St Mabyn,**  
**on Tuesday 5<sup>th</sup> September 2023 commencing at 7.30pm.**

**Present:** Cllrs: G Smith (Chairman), R Ashton, G Martin, D Masters, Mrs C Bray, R Chadwick, A Finnamore and Mrs C Daniels.

**In Attendance:** Mrs L Coles, Parish Clerk, Cllr R Moorcroft, Cornwall Councillor

There was one member of the public present.

Item No		Action By
1	<b>Apologies.</b> Apologies received from Cllr R Martin (Vice Chair), Cllr J Bellringer for absence and Cllr Mrs C Daniels for arriving late to the meeting.	
2	<b>Declarations of Interest</b> <b>a) Agenda Items.</b> None declared. <b>b) Gifts.</b> None declared.	
3	<b>Consideration of written requests for dispensation.</b> None received.	
4	<b>Unitary Councillor's Report.</b> Cllr Moorcroft said that he has spoken to someone regarding the legal position of the Chapelfield Site. It is a civil matter if the Parish Council wishes to pursue it. Regarding the S.106 contributions from the Developer of the site, there is an obligation to pay a sum towards education (Wadebridge School), recreation facilities (King George V Playing Field) and an affordable homes contribution. Cllr Moorcroft will send the details to the Clerk. On investigation no road closures have been applied for by the developer for the installation of the drainage. Helland Bridge is open again and the signage will be updated.	RM
5	<b>Public Participation.</b> Jon Groves, Chapelfield Project Manager was not present at the meeting. The member of the public had hoped to raise some questions with him. This is an agenda item for later in the meeting. It was asked if property fronts a road it is the responsibility of the homeowner to keep the hedges tidy and cut back. There are several in the village that are hanging too far over and impeding pedestrians. The Clerk will report to Cornwall Council.	Clerk
6	<b>Response to Public Participation.</b> Not applicable.	
7	<b>Conclusion of Audit 2022/2023</b> Cllr G Martin proposed a vote of thanks to the Clerk is recorded for her work on the Audit, this was seconded by Cllr Mrs C Bray and all those present.	
8	<b>Chapelfield</b> The Chairman said that it was a pity that the Project Manager was not in attendance. He feels that the Parish Council has a role to play in sorting out the issues with Chapelfield, the first being to ask Cornwall Council to start enforcement proceedings against the developer. Clerk to report. Scott Mann, MP, should also be contacted by the Council highlighting the detrimental effect that the non progress of this site has had on peoples' lives. The Law of Nuisance. Clerk to write. A number of the buildings that have been erected have been condemned and some are of a greater height than they should be. The whole site looks	Clerk  Clerk

	<p>like a bombsite. Properties are empty and have been exposed to the elements for the last two winters, timbers are now black. The site does not appear to comply with Building Regulations. The developers Landmark Property Development have taken money off plan from prospective purchasers but have failed to deliver. It is noted that the public footpath was rerouted to ease development and this needs to be reinstated.</p> <p>The Clerk will also contact Trading Standards.</p>	Clerk
9	<p><b>Planning</b></p> <p><b>a) Planning applications received before the agenda was finalised:</b></p> <p><b>PA23/04223</b>, Land Adj. to Dell View, Longstone, St Mabyn, Bodmin. Proposed new dwelling, access and associated works along with replacement septic tank with a package treatment plant. This is considered to be infill. The Council made an observation on the issue of access to the highway. It was <b>RESOLVED</b> to support this application, <b>proposed by Cllr G Martin, seconded by Cllr Bray with all in favour.</b></p> <p><b>PA23/03683</b>, Sutherland Cottage, Station Road, St Mabyn, Bodmin. Proposed extension to front of dwelling, internal alterations and conversion of attached garage. It was <b>RESOLVED</b> to support this application, <b>proposed by Cllr G Martin, seconded by Cllr Daniels with all in favour.</b></p> <p><b>b) Planning applications received after the agenda was published:</b> None</p> <p><b>c) Planning decisions received from Cornwall Council:</b></p> <p><b>PA22/03898</b> and <b>PA23/03899</b> Chapelfield, Chapel Lane, St Mabyn. Variation of conditions. <b>Approved</b></p> <p><b>PA23/05281</b>, Treveglos, St Tudy Road, St Mabyn, Bodmin. Prior notification for the creation of an earth bank lagoon for slurry storage. <b>Prior approval not required.</b></p> <p><b>PA22/03046</b>, The Walled Garden, Tredethy, Helland Bridge. Formation of temporary construction access in western hedge (to be reinstated on completion), formation of refuse collection area, location of foul drainage plant and soak away in SW corner of site. <b>Approved.</b></p> <p><b>PA21/04053</b> The Walled Garden, Tredethy, Helland Bridge. Section 73 variation to allow modification of the scheme to alter the parking layout. <b>Approved.</b></p> <p><b>PA21/03961</b>, The Walled garden, Tredethy, Helland Bridge. Listed Building consent for alterations to existing structures within the cartilage of a Listed Building reference PA22/03046. <b>Approved.</b></p> <p><b>PA23/04570</b>, Mount Pleasant, Wadebridge Road, St Mabyn, Bodmin. The proposals are for the removal of an existing front porch to be replaced with a single storey garden room. <b>Approved.</b></p> <p><b>d) Cornwall Council Housing Representative and S106 money.</b></p> <p>Cllr Smith read out the Clerk's notes from a conversation with Dean Mutton. Details of a property that Cornwall Council might be interested in purchasing as a Shared Ownership were circulated. It was agreed to respond warmly to the suggestions of Cornwall Council but ask for particulars on how the Home Choice Register will work in housing a local person in the property.</p> <p><b>e) Other planning matters.</b> None</p>	Clerk
10	<p><b>Minutes from the meetings held on Tuesday 4<sup>th</sup> July 2023.</b></p> <p>It was <b>RESOLVED</b> that the above Minutes are a true record of the meeting, <b>proposed by Cllr Smith, seconded by Cllr Bray with all who had been present at the meeting in favour.</b></p>	
11	<p><b>Matters Arising from the above Minutes.</b></p> <p>None</p>	

12	<p><b>Village Hall.</b> A Bat Survey is required for the Planning Application and this is scheduled to take place tomorrow, Wednesday 6<sup>th</sup> September. Cllr Smith said that there needs to be a public consultation on the toilets. He also asked that the Hall Committee provides the Parish Council with a schedule of the phases with costs. The Clerk attended a recent meeting of the committee. The Parish Council has pledged £10k towards the cost of the toilets, which looks likely to be in the region of £60k to build and fit. The Hall Committee has asked for another £10k from the Parish Council plus the Council supplies and pays for the sanitary ware and fitments needed. This will be another net cost and the Parish Council would like to see the quotes for this.</p>	
13	<p><b>Longstone.</b> The Clerk should submit an EOI for a 20mph limit through the village of Longstone, East to West. Quotes for the tree work are in hand and this is deferred to the next meeting. The bench at Longstone needs some TLC and a resident is going to undertake this. Flower beds are also being constructed.</p>	
14	<p><b>King George V Playing Field.</b> a) <b>Outdoor Adult Fitness Equipment.</b> The Clerk has submitted an application for funding to Awards for All and is awaiting a decision. b) <b>Toddler Springers,</b> the Clerk has sent the details for the funders and is awaiting news. c) <b>Other Matters.</b> Thanks were extended to Cllr Ashton for cutting the playing field and to Cllr R Martin for supplying the machine. It was <b>RESOLVED</b> that the Contract is terminated with immediate effect, <b>proposed by Cllr G Martin, seconded by Cllr Daniels with all in favour.</b> The Contractor will be given 21 days to remove his equipment from the Council's shed in the playing field. Cllr Ashton said that the Probationary Service may be able to deploy Community Service people to help with the maintenance and he will give the Clerk the details of who to contact. The Clerk will ask David, Mason King, for a demonstration of equipment. It was reported that the trees are doing well.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>RA</b></p> <p><b>Clerk</b></p>
15	<p><b>Cemetery.</b> The Clerk has met with a relative at the cemetery and a request has been made for a memorial plaque to be out on the bench at Highgates. It was agreed that the Clerk can give the family the go ahead for this. The clerk has attended a meeting of the PCC regarding the lack of disabled access to the cemetery and church overspill graveyard. The Clerk will write again to the Diocese and explain what is needed and ask how this can be moved forward.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
16	<p><b>Footpaths.</b> James Mutton has installed the entrance from the car park to ease the usage of the village green during school hours. It needs signage and a self shutting pedestrian gate. <b>RESOLVED</b> to purchase the gate and signage and also to pay the bill for the stonework. <b>Proposed by Cllr Daniels, seconded by Cllr Chadwick with all in favour.</b> The stile at Shortstone needs unblocking and this will be an item on the next agenda.</p>	<p><b>Clerk</b></p>
17	<p><b>Highway Matters.</b> The Clerk will purchase the VAS and contact Oliver Jones regarding moveable sites. Richard Bray will make a new signpost for Highgates.</p>	<p><b>Clerk</b></p>
18	<p><b>Car Park and Toilets.</b> Mark Andrews has delivered some more skelpings for potholes etc. in the car park.</p>	

19	<b>Correspondence</b> <b>a) Police Report (circulated). Noted.</b>	
20	<b>Finance</b> <b>a) Payments. (circulated schedule)</b> It was <b>RESOLVED</b> to make the payments for August and ratify the payments for July, <b>proposed by Cllr Fynamore, seconded by Cllr G Martin with all in favour of the following:</b> Online – L Coles, Clerk’s July salary, office and expenses Online – HMRC, Clerk’s July PAYE and Employer NIC Online – B McNary, July toilet & bus shelter cleaning & materials - £268.99 Online – L Coles, Clerk’s August salary, office and expenses Online – HMRC, Clerk’s August PAYE and NIC Online – BDO LLP, External Audit 2022/23 - £252.00 Online – B McNary, August toilet cleaning - £250.00 Online – Gallagher Insurance, annual Parish insurance - £1249.97 Online – Duchy Defibrillators, Annual monitoring fee - £228.00 Online – Wicksteed Leisure, purchase of new junior swing set - £7572.41 Online – SLCC, Clerk’s annual membership - £74.80 Online - Savills (UK) Ltd, rent for car park - £125.00 <b>RECEIPTS – Burial Fee, £200.00.</b> <b>b) Bank Reconciliation (Circulated to Members).</b> It was <b>RESOLVED</b> to approve the bank reconciliations for July and August <b>proposed by Cllr G Martin, seconded by Cllr Fynamore with all in favour</b> <b>c) It was RESOLVED</b> to purchase the signage for the new defibrillator at the Community Shop. <b>Proposed by Cllr Daniels, seconded by Cllr Chadwick with all in favour.</b>	
21	<b>Any Other Business.</b> A volunteer is needed to monitor the defibrillators on a weekly basis. Cllr Ashton will undertake to do the one at St Mabyn Inn.	
22	<b>Items for the next agendas.</b> <ul style="list-style-type: none"> <li>• Stile at Shortstone</li> <li>• Chapelfield</li> <li>• Trees at Longstone</li> </ul>	<b>Clerk</b>
23	<b>Date of next meeting.</b> The next meeting of St Mabyn Parish Council will be held on Tuesday 3 <sup>rd</sup> October 2023 in the Peace Memorial Hall, St Mabyn, and will commence at 7.30pm	

There being no further business to transact the Chair closed the meeting closed at 9.15 pm.

Signed.....Chairman. Date.....

A copy of these Minutes and those of previous meetings of the Parish Council can be viewed on the Parish Council Website: [www.stmabynparishcouncil.gov.uk](http://www.stmabynparishcouncil.gov.uk)